



**Town of Lake Park**  
**Regular Commission Meeting**  
**Town Hall Commission Chambers**  
**535 Park Avenue, Florida 33403**  
**Minutes**

**Wednesday, July 19, 2006 8:35 p.m.**

The Town Commission met for the purpose of a Regular Commission Meeting on Wednesday, July 19, 2006 at 8:35 p.m. Present were Mayor Castro, Vice-Mayor Daly, Commissioners Balius, and Osterman, Interim Town Manager Cynthia Sementelli, Town Attorney Karen Roselli, and Town Clerk Vivian Mendez. Commissioner Carey was absent.

Vivian Mendez led the Invocation.

Mayor Castro led the Pledge of Allegiance.

Town Clerk Vivian Mendez performed the Roll Call.

**ADDITIONS/DELETIONS/APPROVAL OF AGENDA**

None.

**Motion: A motion was made by Commissioner Balius to approve the agenda; Vice-Mayor Daly made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey			Absent
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor Castro	X		

Motion passed 4-0.

**PUBLIC and OTHER COMMENT**

Michelle Suiter, 931 W. Ilex Drive – Mrs. Suiter expressed gratitude towards the Palm Beach County Sheriff's Office for all they do for the Town. Explained how they take proactive measures to stop crime before it happens and how they have made a real change in the community.

Mayor Castro agreed and expressed thanks to the other organization that assist with crime prevention in the Town.

**CONSENT AGENDA:**

1. Commission Meeting Minutes of July 5, 2006.
2. Budget workshop meeting minutes of June 28, 2006.

Commissioner Osterman had one change to the Commission meeting minutes of July 5, 2006 under her comments on page 12, remove area behind Public Works area would be paved.

**Public Comment Open.**

*None*

**Public Comment Closed.**

**Motion: A motion was made by Commissioner Balius to approve the Consent Agenda as amended; Commissioner Osterman made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner Carey			Absent
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor Castro	X		

Motion passed 4-0.

#### **PUBLIC HEARING(S)**

**RESOLUTION 38-07-06 – Correct Salary range for Library II position.**

**A RESOLUTION OF THE TOWN COMMISSION OF LAKE PARK, FLORIDA, CORRECTING THE SALARY RANGE FOR THE POSITION OF LIBRARIAN II; AMENDING THE CLASSIFICATION AND PAY PLAN TO REFLECT SUCH CORRECTION; PROVIDING FOR THE PUBLICATION OF AN UPDATED CLASSIFICATION AND PAY PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.**

Interim Town Manager Cynthia Sementelli explained the purpose of the Resolution was to correct the salary range for the Library II position, which had been the same as the Library I position.

**Public Comment Open.**

*None*

**Public Hearing Closed.**

**Motion: A motion was made by Commissioner Osterman to approve Resolution 38-07-06; Commissioner Balius made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner			

Balius	X		
Commissioner Carey			Absent
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor Castro	X		

Motion passed 4-0.

**RESOLUTION NO. 39-07-06 – Emergency Pay**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, REVISING THE TOWN OF LAKE PARK EMPLOYEE POLICY/HANDBOOK TO AUTHORIZE THE TOWN MANAGER TO DECLARE A STATE OF EMERGENCY FOR TOWN EMPLOYEES AND TO ESTABLISH AN EMERGENCY PAY POLICY FOR USE DURING SUCH EMERGENCY DECLARATION; AND PROVIDING AN EFFECTIVE DATE.**

Interim Town Manager Cynthia Sementelli explained the purpose of the Resolution was to set policy to pay employees that work during or shortly after an Emergency. During the past two (2) years three (3) hurricanes have hit the area causing the Town damage. Afterwards the Town Manager recommended that those employees that returned to work to clean up and get the Town functioning receive either double time or time and a half, this Resolution would place the policy that if an emergency were to occur, emergency pay would not need Commission approval.

Mayor Castro suggested that it be evaluated on a case by case basis. Commissioner Osterman stated that she has confidence that the Town Manager would approve such pay appropriately. Commissioner Balius asked when does double time start. Interim Town Manager Cynthia Sementelli stated that it would have to be considered on a case by case basis. This Resolution was for the employees that are required to return to work, while other employee are asked to remain home.

Mayor Castro suggested making it policy but the Commission needs to be notified of the emergency pay. Interim Town Manager Cynthia Sementelli stated that this Resolution would only take effect if the Town of Lake Park was directly effected, not just a State of Emergency declared by the Governor. Vice-Mayor Daly re-irritated that the emergency pay would be at the discretion of the Town Manager. Interim Town Manager Cynthia Sementelli agreed.

**Public Comment Open.**

*None*

**Public Hearing Closed.**

**Motion: A motion was made by Commissioner Balius to approve Resolution 39-07-06; Vice-Mayor Daly made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balius	X		
Commissioner			Absent

Carey			
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor Castro	X		

Motion passed 4-0.

**RESOLUTION NO. 40-07-06 – LBFH, Inc.**

**A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH LBFH, INC., FOR ENGINEERING SERVICES FOR PHASE IIG OF THE TOWN'S COMMUNITY DEVELOPMENT BLOCK GRANT IMPROVEMENT PROGRAM; AND PROVIDING AN EFFECTIVE DATE.**

Interim Town Manager Cynthia Sementelli explained the funds would be directly from the Community Development Block Grant.

**Public Comment Open.**

*None*

**Public Hearing Closed.**

**Motion: A motion was made by Commissioner Osterman to approve Resolution No. 40-07-06; Vice-Mayor Daly made the second.**

Vote on Motion:

Commission Member	Aye	Nay	Other
Commissioner Balias	X		
Commissioner Carey			Absent
Commissioner Osterman	X		
Vice-Mayor Daly	X		
Mayor Castro	X		

Motion passed 4-0.

**DISCUSSION AND POSSIBLE ACTION**

None.

**COMMENTS BY COMMISSION, TOWN MANAGER, TOWN ATTORNEY**

**Commissioner Osterman**

Commissioner Osterman updated the audience regarding the Trees in Swales issue stating that it would be presented at the August 2, 2006 Commission meeting.



Commissioner Osterman recommended that the search for Town Manager criteria be changed from the applicant having five (5) years of experience in Florida to at least five (5) years experience either in Florida or another state, or give preference to those applicants from Florida. The Town has not receive a great amount of applicant for this position and it would be a good idea to broaden the search. The Human Resource Department would rerun the ad.

**Mayor Castro**

None.

**Vice-Mayor Daly**

Vice-Mayor Daly stated that he received the same complaint about dead trees, Public Works needs to keep up with these issues. Lake Shore Park needs to have the weeds removed and grass put down to fix the way it looks.

Vice-Mayor questioned large debris not being picked up on a regular schedule.

Vice-Mayor stated that the front of Town Hall looks great. Commissioner Osterman gave kudos to the Public Works department for the landscaping in front of Town Hall.

**Commissioner Balias**

Commissioner Balias stated that the Palm Beach County Sheriff's Office was doing a great job and are proactive instead of reactive.

Commissioner Balias stated that in the Newspaper it stated that the Town of Lake Park was forth (4) in the highest crime list. The Town reports all crimes which shows that the Town has a lot, but it also has a great police service keeping our Town safe. Other municipalities do not keep track of such things, leading to the belief that they do not have crime.

Commissioner Balias stated that he has received several reports of dead trees, one example was on Flagler between 7<sup>th</sup> Street and Ilex Drive.

Commissioner Balias repeated that the CRA would meet before the next Commission meeting.

Commissioner Balias inquired about having Dr. Sallent return to meet with the Commission. Town Attorney Karen Roselli stated that Thomas Baird was working with Dr. Sallent's attorney and was not sure of the status. Mayor Castro asked that the Commission receive an update.

Commissioner Balias wanted to know how the Commission would receive the application for Town Manager. Interim Town Manager Cynthia Sementelli stated that the Human Resource Director Bambi McKibbin-Turner would give the Commission those applications that met the criteria with a comparison chart.

**Town Manager**

Interim Town Manager Cynthia Sementelli suggested the Commissioner meeting with the Human Resource Director to give specific criteria for the Town Manager position. The position would be advertised with the deadline of opened until filled.

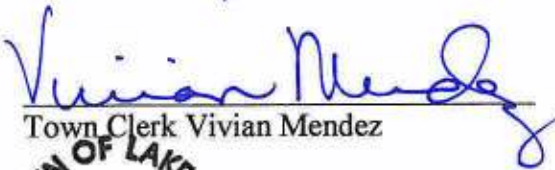
**Town Attorney**

None

## ADJOURNMENT

There being no further business to come before the Commission and after a motion to adjourn by Commissioner Balius and seconded by Vice-Mayor Daly, and by unanimous vote, the meeting adjourned at 9:00 p.m.

  
\_\_\_\_\_  
Mayor Paul Castro

  
\_\_\_\_\_  
Town Clerk Vivian Mendez



Approved on this 3 day of August, 2006

# AGENDA

**Lake Park Town Commission**  
Town of Lake Park, Florida  
**Regular Commission Meeting**  
Wednesday, July 19, 2006,  
immediately following the Special Call CRA Workshop  
Lake Park Town Hall  
535 Park Avenue

<b>Paul Castro</b>	—	<b>Mayor</b>
<b>Edward Daly</b>	—	<b>Vice-Mayor</b>
<b>G. Chuck Balius</b>	—	<b>Commissioner</b>
<b>Jeff Carey</b>	—	<b>Commissioner</b>
<b>Patricia Osterman</b>	—	<b>Commissioner</b>
<b>Cindy Sementelli</b>	—	<b>Interim Town Manager</b>
<b>Thomas J. Baird, Esq.</b>	—	<b>Town Attorney</b>
<b>Vivian Mendez</b>	—	<b>Town Clerk</b>

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Town Commission, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. *Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.*

- A. **CALL TO ORDER**
- B. **INVOCATION**
- C. **PLEDGE OF ALLEGIANCE**
- D. **ROLL CALL**
- E. **ADDITIONS/DELETIONS - APPROVAL OF AGENDA**
- F. **PUBLIC and OTHER COMMENT**

This time is provided for audience members to address items that do not appear on the Agenda. Please complete a comment card and provide it to the Town Clerk so speakers may be announced. Please remember, comments are limited to a TOTAL of three minutes.

- G. **CONSENT AGENDA:** All matters listed under this item are considered routine and action will be taken by one motion. There will be no separate discussion of these items unless a Commissioner or person so requests, in which event the item will be removed from the general order of business and considered in its normal sequence on the Agenda. Any person wishing to speak on an Agenda item is asked to complete a public comment card located in the rear of the Chambers and give it to the Town Clerk. Cards must be submitted before the item is discussed.

**For Approval:**

- |                                                        |       |
|--------------------------------------------------------|-------|
| 1. Regular Commission Meeting minutes of July 5, 2006. | Tab 1 |
| 2. Budget Workshop Meeting minutes of June 28, 2006.   | Tab 2 |

H. **PUBLIC HEARING(S)**  
**RESOLUTION(S)**

3. RESOLUTION NO. 38-07-06 Correct Salary range for Librarian II Position. A RESOLUTION OF THE TOWN COMMISSION OF LAKE PARK, FLORIDA, CORRECTING THE SALARY RANGE FOR THE POSITION OF LIBRARIAN II; AMENDING THE CLASSIFICATION AND PAY PLAN TO REFLECT SUCH CORRECTION; PROVIDING FOR THE PUBLICATION OF AN UPDATED CLASSIFICATION AND PAY PLAN; AND PROVIDING FOR AN EFFECTIVE DATE.

Tab 3

RESOLUTION NO. 39-07-06 Emergency Pay

4. A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, REVISING THE TOWN OF LAKE PARK EMPLOYEE POLICY/HANDBOOK TO AUTHORIZE THE TOWN MANAGER TO DECLARE A STATE OF EMERGENCY FOR TOWN EMPLOYEES AND TO ESTABLISH AN EMERGENCY PAY POLICY FOR USE DURING SUCH EMERGENCY DECLARATION; AND PROVIDING AN EFFECTIVE DATE.

Tab 4

RESOLUTION NO. 40-07-06 LBFH, Inc.

5. A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA, AUTHORIZING AND DIRECTING THE MAYOR TO EXECUTE AN AGREEMENT WITH LBFH, INC., FOR ENGINEERING SERVICES FOR PHASE IIG OF THE TOWN'S COMMUNITY DEVELOPMENT BLOCK GRANT IMPROVEMENT PROGRAM; AND PROVIDING AN EFFECTIVE DATE.

Tab 5

I. **COMMISSIONER COMMENTS, TOWN ATTORNEY, TOWN MANAGER:**

J. **ADJOURNMENT:**